

**Minutes of the 54th Meeting of the Community Services Committee held on
3rd December 2019 at the Rufus Centre**

Present: Cllr J Dann (Vice-Chairman)
Cllrs D Toinko P Earles J Blakeman R Coleman

Cllrs A Lutley (Sub)

In attendance: Amenities Officer Community Services Officer
Grounds Team Supervisor RFO & HR Officer

Apologies Received: Cllrs K Badham M Platt

No Apologies Received: None

Open Forum

There were no items.

631 To note any Declarations of Interest relating to items on the agenda

Cllr Toinko declared a non-pecuniary interest on agenda item 10.

632 To Accept Apologies for Absence

Apologies were accepted.

633 Chairman's Announcements

Cllr Dann expressed his thanks to Members and staff for their service over the past year and wished them a Happy Christmas.

634 Action Log / Town Clerk's Report

Members noted the report. Cllr Dann asked if there was an update on the water fountains being installed at the Millennium Park, the Amenities Officer advised that no update had been received. Cllr Toinko advised Members that the working group for the Wildflowers project was due to meet on 16th December to discuss the project going forward.

635 Play Areas/Open Space

a) To consider a request from Phil Napoli for a permit at Millennium Park
Members discussed the request for a permit. The Community Services Officer had investigated permit fees with other Councils and the fee proposed seemed acceptable in comparison. Cllr Toinko raised concern with allowing a permit as he felt it could be a nuisance for parents and added that it would be an unpleasant addition to the park. Further discussion took place and a proposal was made.

It was **Recommended** that a permit be given to Phil Napoli with the following conditions;

1. March – October inclusive of Weekends and School Holidays only
2. Permit Times: 10am-6pm
3. 1 year contract

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4. £500 fee for the year

Vote: 4 in favour, 1 against

**b) To consider a request from John Lawson's Circus to use the
Millennium Park between 21st September and 23rd September 2020**

Members discussed the request.

It was **Recommended** that permission be given to
John Lawson's Circus to use the Millennium Park
From 21st September to 23rd September 2020.

Vote: All in favour

636 Grounds Services and Flitwick Manor Park

a) To receive an oral report from the Grounds Team Supervisor

The Grounds Team Supervisor gave the following update;

- Millennium Park play area had now been re-seeded
- Re-marking of Station Road allotments had commenced with completion due by 12th December
- A new Bench had been installed at Manor Park which was part of the Resident Driven Projects
- A memorial bench for former Councillor Steven Mitchell would be installed at the Manor Park on 12th December

637 Burial Ground Update

a) To note the space left in the current burial ground

The Amenities Officer advised there were currently 15 burial plots, 26 vaults and 23 garden of remembrance plots.

638 Community & Events

a) To receive report from the Community Services Officer

Members noted the report. Cllr Dann questioned why there was a 'one off' Film Show. The Community Services Officer advised that due to restrictions with the former film licence it was decided not to continue with the Films @ Flitwick, however, an alternative licence had been sought which is why a 'one off' film would be shown to act as a trial with potential to continue the Films @ Flitwick in the future.

b) VE/VJ Day

- (i) The Community Services Officer had attended a meeting with Simon Sadler and Revd. Lucy Davis to discuss plans for VE/VJ day. Members were made aware that a letter had been received from the charity SSAFA (The Armed Forces Charity) stating that it was not compulsory to host an event for VE/VJ day. The Community Services Officer also commented that Ampthill were holding a large scale VE Day event therefore many of the cadets would most likely be attending that event. It was advised that the VJ Day was more county based therefore the Town Council would not be required to hold a service. Cllr Dann suggested holding our own service for VE day and to encourage residents to engage with complementary activities held in Ampthill. Cllr Earles

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suggested working alongside Ampthill to deliver something in partnership. Members were in favour of this, subject to the views of Ampthill Council.

Action: Community Services Officer

c) Music Festival

The Community Services Officer was yet to receive the proposals however discussions had taken place with 3 companies all offering a similar service but with a different audience. Concern had been raised by the Rufus Centre manager with regards to hosting this type of event at the Rufus Centre. Members agreed to consider the concerns alongside the proposals at the next meeting.

It was **Recommended** that the proposals be considered at the next meeting before a decision was made.

Vote: All in favour

639 Grants 2020/21

- (i) Members had received a pack containing all the grant applications. Members had previously discussed bi-annual grants however the RFO & HR Officer advised that the budget would not be increased to facilitate this therefore the allocated money would need to be divided. It was suggested that increasing the late grant fund could be an alternative way to deliver this. Members were in favour.
- (ii) Members discussed each application and the amounts to award each organisation along with the amount to be kept as a late grant fund. Out of the 11 applications 8 organisations were awarded grants.

It was **Recommended** that;

1. The following organisations receive the following amounts:
Flitwick Lower School Association
£500,
Friends of Kingsmoor Lower School
£1,000,
Keech Hospice Care £300,
Chums Charity £500,
Flitwick Singers £200,
Flitwick Golden Age £300,
Flitwick Library £300,
Link-A-Ride Community Transport
£3,000,
Flitwick Cricket Club £1000,
Late Grant Fund £3,100.

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- (iii) Members agreed to write to local organisation 'Step Free Access' advising that the Town Council were in support of the campaign however further details would be required on what the money would be used for.

Action: RFO & HR Officer / Amenities Officer

640 To discuss possible location of a defibrillator

The Amenities Officer advised Members that the Town Council had hoped for a defibrillator to be installed on the East Ward of Flitwick however Cllr Mackey had informed Members at a previous Town Council meeting that there was already a defibrillator at the Flitwick Club. Members felt that this was sufficient as the doctor's surgery was also located on the east side.

641 Youth Hub Forum

Members had previously been circulated a report from Cllr Dann. The Amenities Officer agreed to investigate costings for various pieces of equipment on their 'wish list'. A follow up visit would be arranged and a date would be sent out in advance.

Action: Amenities Officer

642 Questions

Cllr Earles asked if the Millennium Park play area was now serviceable, the Amenities Officer advised that the park was due to be reopened shortly.

Confidential Section

In accordance with Section 1 of the Public Bodies (Admissions to Meetings Act), the public and press be excluded for Items 14 and 15 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

643 To note the Community Services Budget

This was received and noted.

644 To agree the budget for 2020/21

The budget was agreed.

It was **Recommended** that the budget for
2020/21 be accepted.

Vote: 4 in favour, 1 abstention

645 Questions

There were none.

Meeting finished at 9.20pm

Signed.....
Chairman